



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
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IN REPLY REFER TO
BUMEDNOTE 6150
BUMED-M3
26 Nov 2013

BUMED NOTICE 6150

From: Chief, Bureau of Medicine and Surgery

Subj: INTERNATIONAL CLASSIFICATION OF DISEASES, REVISION 10,
PREREQUISITE TRAINING REQUIREMENTS FOR GENERAL SCHEDULE
CODERS

Ref: (a) BUMED-M3 Health Information Management Education and Training Project
Charter

Encl: (1) 3M International Classification of Diseases, Revision 10 (ICD-10) Training Module
Requirements and Recommended Timeline for General Schedule (GS) Coders
(2) ICD-10 Training Timeline
(3) Prerequisite Checklist
(4) Acronyms

1. Purpose. To provide 3M-based ICD-10 prerequisite training requirements, recommend training completion timelines, and provide a pre-training checklist for Navy Medicine (NAVMED) General Schedule (GS) coders.

2. Scope. This notice applies to all NAVMED Region Commands and medical treatment facilities (MTFs) with regard to ICD-10 prerequisite training for GS coding staff. Because of contractual restrictions and legal concerns presented by the Federal Acquisition Regulation, contract coders cannot partake in NAVMED ICD-10 training.

3. Background. The transition to the ICD-10 code set, scheduled to be effective on 1 October 2014, will have a significant impact on the NAVMED coding community. The ICD-10 code set contains updated medical terminology to better reflect modern medical practice. The code set accommodates increased specificity in clinical documentation through a modified code structure and format, as well as a dramatic increase in the number of available codes (i.e., ICD diagnosis codes have grown from approximately 13,000 under ICD-9 to approximately 68,000 under ICD-10). To prepare the GS coding workforce for the ICD-10 transition, Bureau of Medicine and Surgery (BUMED) Health Information Management (HIM) (BUMED-M3B13) has undertaken a program facilitated by the Education and Training Work Team (charter represented as reference (a)) to design and develop an ICD-10 Training Plan for NAVMED GS coding professionals, in coordination with the Military Health System (MHS)/Defense Health Agency (DHA) ICD-10 Training and Communication Sub-Work Group (SWG).

a. The BUMED ICD-10 Training Plan includes both online and instructor-led delivery. Online training consists of the 3M ICD-10 Coder Education Modules, while in-class training will be led by designated American Health Information Management Association (AHIMA) ICD-10 Certified Regional and MTF-level coding personnel (hereby referred to as "AHIMA Trainers").

b. Prior to attending instructor-led training, all GS coding personnel are required to complete assigned 3M ICD-10 Coder Education Modules per enclosure (1). All prerequisite training should be completed no later than (NLT) 4 November 2013 for inpatient and outpatient GS coders. This training will involve, at a minimum, 22 total hours of training. To maximize instructional outcomes during this training period, MTFs will spread the training out evenly to facilitate a consistent environment of training while ensuring, whenever possible, that the training time and environment is focused, uninterrupted, and free from distraction. The recommended amount of time necessary to complete the prerequisite training by both AHIMA Trainers and all other coders follows immediately below:

(1) AHIMA Trainers are expected to complete all 22 3M ICD-10 Coder Education Modules, including those pertaining to ICD-10 Clinical Modification (ICD-10-CM) diagnosis training and ICD-10 Procedural Classification System (ICD-10-PCS) training NLT 7 October 2013. This accelerated schedule allows time for trainer preparation activities. Consequently, AHIMA Trainers are expected to spend at least 5 hours per week completing the 3M ICD-10 Coder Education Modules in order to be finished by 7 October 2013.

(2) All other coders are recommended to spend at least 3 hours per week on the 3M ICD-10 Coder Education Modules until all required modules are completed. All modules should be completed by NLT 4 November 2013.

(a) Inpatient GS coders and HIM supervisory-level resources are required to complete all 3M ICD-10 Coder Education Modules, including those pertaining to ICD-10-CM diagnosis training and ICD-10-PCS training, NLT 4 November 2013. Thus, prerequisite training for these resources should begin as soon as possible to complete 3M ICD-10 Coder Education Modules NLT 4 November 2013.

(b) Outpatient GS coders must only complete the 11 3M ICD-10 Coder Education Modules specific to ICD-10-CM NLT 4 November 2013. Prerequisite training for these resources should begin as soon as possible to complete 3M ICD-10 Coder Education Modules NLT 4 November 2013.

c. To ensure AHIMA Trainers are fully prepared to deliver in-classroom or online training, BUMED-M3B13 HIM will conduct Region practice sessions and provide facilitation coaching and feedback at the Region level. These practice sessions, and other trainer preparedness activities, will be conducted from 8 October 2013 to 8 November 2013, as indicated in enclosure (1). Additional details will be communicated in a subsequent BUMED notice.

d. After completing the 3M ICD-10 Coder Education Modules, all GS coders will receive up to 3 hours per week of instructor-led training, delivered by AHIMA Trainers. Inpatient and outpatient coders should begin instructor-led training NLT 11 November 2013. This training will involve, at a minimum, 57 hours of training for Inpatient Coders and AHIMA Trainers and 24 hours of training for Outpatient Coders. MTFs are encouraged to spread the training out evenly over the training period to facilitate a consistent environment of training. Enclosure (2) contains additional details concerning timeframes for completion of the different training groups and training stages.

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e. NAVMED Region Commands and HIM Staff are encouraged to use the Prerequisite Checklist, enclosure (3), as a tool to ensure that all prerequisite training activities are completed prior to beginning instructor-led training.

f. For ICD-10 questions or concerns, HIM staff members are encouraged to use the ICD-10 Coding Hotline or Community Discussion Board for additional support. Issues posted to the ICD-10 Coding Hotline will be escalated through proper channels and are guaranteed a response. The Coding Hotline and Community Discussion Board can be accessed at:
<https://es.med.navy.mil/bumed/m3/m35/M35HO/m3/HO/ICD10/CodingCommunity/default.aspx>.

4. Action. All NAVMED Region Commands and MTFs must ensure all 3M ICD-10 Coder Education prerequisite training, as defined in enclosure (1), is completed NLT 4 November 2013.

a. BUMED-M3B13 HIM shall:

(1) Maintain overall ICD-10 GS Coder Training Plan, Curricula, and Schedules.

(2) Develop and communicate training compliance tracking requirements.

(3) Monitor 3M ICD-10 Coder Education completion status, in coordination with NAVMED Region Commands.

b. NAVMED Region Commands shall provide the direct oversight and support necessary to ensure all subordinate MTFs communicate prerequisite ICD-10 training requirements to GS coders per enclosure (1) and ensure GS coders complete required prerequisite training NLT 4 November 2013.

c. MTF commanders, commanding officers, and officers in charge shall communicate prerequisite ICD-10 training requirements to GS coders per enclosure (1) and ensure GS coders complete required prerequisite training NLT 4 November 2013.

5. My points of contact for this matter are:

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**3M INTERNATIONAL CLASSIFICATION OF DISEASES (ICD-10)
TRAINING MODULE REQUIREMENTS
AND RECOMMENDED TIMELINE FOR GS CODERS**

Inpatient Coders*

Week	Course Title
1	ICD-10 CM: Introduction to ICD-10-CM
	ICD-10 CM: ICD-10-CM Coding Guidelines
2	ICD-10 CM: Circulatory Disorders
	ICD-10 CM: Respiratory Disorders and Ear Disorders
3	ICD-10 CM: Musculoskeletal Disorders
	ICD-10 CM: Injuries, Poisonings, Adverse Effects, and Underdosing
4	ICD-10 CM: Diseases of Skin and Subcutaneous Tissue
	ICD-10 CM: Blood and Neurological Disorders
5	ICD-10 CM: Endocrine, Nutritional/Metabolic Disorders, Digestive Disorders, and Diseases of the Eye
	ICD-10 CM: Pregnancy and Childbirth, and Newborn/Perinatal Conditions
6	ICD-10 CM: Male and Female Genitourinary Diseases
	ICD-10 PCS: Introduction to ICD-10-PCS
7	ICD-10 PCS: ICD-10-PCS Coding Guidelines
	ICD-10 PCS: Overview of Med/Surg Related Sections
8	ICD-10 PCS: Overview of Ancillary Sections and Neurological Procedures
	ICD-10 PCS: Circulatory/Vascular Procedures
9	ICD-10 PCS: Digestive Procedures in ICD-10-PCS
	ICD-10 PCS: Musculoskeletal Procedures
10	ICD-10 PCS: Skin, Breast, and Lymphatic Procedures
	ICD-10 PCS: Genitourinary Procedures and Hepatobiliary Procedures
11	ICD-10 PCS: Obstetrical and Female Procedures
	ICD-10 PCS: Respiratory Procedures and Male Procedures

* In order to be ready for training activities AHIMA Trainers are expected to complete 3M ICD-10 Coder Education Modules no later than 7 October 2013.

**3M INTERNATIONAL CLASSIFICATION OF DISEASES (ICD-10)
TRAINING MODULE REQUIREMENTS
AND RECOMMENDED TIMELINE FOR GS CODERS**

Outpatient Coders

Week	Course Title
1	ICD-10 CM: Introduction to ICD-10-CM
	ICD-10 CM: ICD-10-CM Coding Guidelines
2	ICD-10 CM: Circulatory Disorders
	ICD-10 CM: Respiratory Disorders and Ear Disorders
3	ICD-10 CM: Musculoskeletal Disorders
	ICD-10 CM: Injuries, Poisonings, Adverse Effects, and Underdosing
4	ICD-10 CM: Diseases of Skin and Subcutaneous Tissue
	ICD-10 CM: Blood and Neurological Disorders
5	ICD-10 CM: Endocrine, Nutritional/Metabolic Disorders, Digestive Disorders, and Diseases of the Eye
	ICD-10 CM: Pregnancy and Childbirth, and Newborn/Perinatal Conditions
6	ICD-10 CM: Male and Female Genitourinary Diseases

ICD-10 TRAINING TIMELINE

Group	3M ICD-10 Coder Education Completion Date	Trainer Preparation	Instructor-Led Learning	Surge Training
Inpatient	4 Nov 2013	N/A	11 Nov 2013 – 24 Mar 2014	1 Mar 2014 – Post ICD-10 Implementation
AHIMA Trainers	7 Oct 2013	8 Oct 2013 – 8 Nov 2013	11 Nov 2013 – 24 Mar 2014	
Outpatient	4 Nov 2013	N/A	11 Nov 2013 – 6 Jan 2014	

PREREQUISITE CHECKLIST

Owner	Action
NAVMED Regions/MTFs	Ensure operating system meets minimum technical requirements (e.g., QuickTime) to run 3M ICD-10 Coder Education Modules
NAVMED Regions	Ensure all MTFs have adequate number of ICD-10 Code Set books and Coder Manuals
Inpatient and Outpatient Coders	Complete 3 hours per week 3M ICD-10 Coder Education Module training requirement
AHIMA Trainers	Complete 5 hours per week 3M ICD-10 Coder Education Module training requirement and independent coding practice
NAVMED Regions/AHIMA Trainers/BUMED- M3 HIM PMO	Conduct dry-run training sessions
NAVMED Regions	Coordinate Defense Connect Online (DCO) broadcast schedule to ensure MTFs without AHIMA Trainers can attend

ACRONYMS

AHIMA	American Health Information Management Association
DCO	Defense Connect Online
DHA	Defense Health Agency
GS	General Schedule
HIM	Health Information Management
ICD	International Classification of Diseases
ICD-10	International Classification of Diseases, Revision 10
ICD-10-CM	International Classification of Diseases, Revision 10, Clinical Modification
ICD-10-PCS	International Classification of Diseases, Revision 10, Procedural Coding System
ICD-9	International Classification of Diseases, Revision 9
MHS	Military Health System
MTF	Medical Treatment Facility
N/A	Not Applicable
NAVMED	Navy Medicine
NLT	No Later Than
PMO	Project Management Office
SWG	Sub-Work Group
URL	Uniform Resource Locator